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This document provides a framework for the Texas A&M University-Kingsville campus amidst the ongoing response to the COVID-19 pandemic. This plan reflects guidance from state and federal authorities, the Texas A&M University System, and public health best practices.

Protecting the health and safety of the campus community is crucial to the continued success of our university. COVID-19 response measures are intended to ensure a safe living and learning environment through proper risk assessment and mitigation, treatment, and training. Changing public health conditions may require revisions to this document. All updates will be communicated to students, faculty, staff and community. **Please direct questions to javelinahelp@tamuk.edu.**

### RETURN TO CAMPUS
The University initiated a phased-in approach to return to campus, with approximately 50 percent of employees returning May 29 and most of the remaining employees returning on or by July 20. Events that are typically held on-campus each summer, including orientation for new students, international students and new faculty are being conducted virtually. Academic college and department meetings will be conducted virtually on August 21.

### CALENDAR
Classes will begin as scheduled on Monday, August 24, 2020; however, all classes after Thanksgiving break (November 26-27) will transition to an online delivery. Final exams will also be online.

### COVID-19 TRAINING
Prior to returning to campus this fall, all faculty, staff and students must complete mandatory COVID-19 training. Faculty and staff may access the training through Single Sign-on / TrainTraq. Students will be required to complete training on Blackboard. All will be required to complete the training again prior to the start of the spring semester.

**COVID-19 Self-Certification**
All employees and students are required to self-certify by August 15 and in January 2021 via electronic certification that the individual:

- is not COVID-19 positive;
- is not experiencing fever, cough or other COVID-19 symptoms as identified by the CDC;
- has not been in close contact with anyone known or suspected to have tested positive for COVID-19 in the previous 14 days;
- has not traveled to or through an area with state or local travel restrictions that mandate quarantine upon arrival home in the previous 14 days.
If an individual fails to meet any of these criteria, that person will be required to notify the applicable University official—students should contact the Dean of Students and faculty/staff should contact the Executive Director of Human Resources. The individual must not report to campus and should follow CDC self-quarantine guidance. The individual will only be allowed to return to campus upon receiving appropriate medical clearance from their healthcare provider.

Non-Pharmaceutical Interventions (NPI) and Face Coverings

The University community will practice non-pharmaceutical interventions in all public spaces. Social distancing must be observed throughout campus, including in learning spaces, during campus events, and in food service facilities. Everyone is strongly encouraged to practice sound hand hygiene.

Face coverings must be worn in any enclosed public space or any outdoor space where 6 feet of physical distancing is not reliably maintained. A public space is any indoor space on the Texas A&M-Kingsville campus/property other than your own, single-occupant private office, residence (including residence hall room or apartment), or personal vehicle. Public spaces include lobbies, restrooms, retail space, dining hall, classrooms, common spaces of residence halls, conference rooms, hallways, stairwells, and break rooms. Individuals working in cubicles will be required to wear proper face coverings.

The University requires the use of face coverings in all public spaces, including:

- Classrooms,
- Public Offices
- Health Care Clinic
- Common spaces of residence halls
- Conference rooms
- Cubicles
- Break rooms
- Halls, stairways and public restrooms
- Dining Hall
- Outdoors when social distancing is not possible

Members of the campus community who are not in compliance with the face covering requirement will be reminded to wear one and may be directed to where they may find a face covering. Employees who are not compliant with the requirement may face disciplinary actions through existing procedures and students who are not in compliance will face disciplinary procedures through the Dean of Students.

- CLASSES AND OFFICE HOURS

Restructured course schedules allow for the most flexibility for our students, while maintaining physical distancing capacity in our learning spaces. This fall, we will offer:

- face-to-face courses and labs with priority given to freshman-level courses;
- online courses, many of which will allow students to follow at their own pace for much of the semester;
- web conference courses, which will be online, but held at a specified date and time, and
- Covid-Flex (Co-Flex) courses, which will allow students to meet in person one class day and then attend class virtually or complete an assignment the next class day. Some labs in some departments may only be offered
face-to-face. Most face-to-face courses will also be available simultaneously via Blackboard Collaborate. This means students who register for a face-to-face course will be able to participate in the class either in-person or remotely.

Regardless of the method by which classes are offered, students may be able to view saved lectures if they are unable to attend class for any reason. Students are encouraged to reach out to academic advisors or graduate program coordinators to determine which courses are most appropriate for them.

All courses with face-to-face instruction have been designed to pivot to remote instruction if necessary given local, state or national directives or conditions.

Faculty will be available for in-person office hours. Students must schedule office hours visits with individual faculty members while practicing physical distancing.

Class Attendance
Class attendance will be monitored through a QR code system developed for each classroom to record attendance of the faculty member and students, with time and date logged in a central database. Signs with the appropriate QR code for each space will be posted in each room before the start of the fall semester. When the faculty member and students meet for a face-to-face course, each individual will scan the code through their smartphone using either their camera or a free QR code reader application. Upon scanning the code, individuals will be prompted to enter their University email address and password. Information from the scan will be collected in a database managed by Enterprise Risk Management. As needed, the information from the database can be used in the University preliminary contact tracing process.

TRAVEL
Faculty, staff, and students should always be aware of the potential for virus exposure once they leave the University environment. Individuals who may have come in contact with a COVID-19 positive case off-campus should alert the appropriate University officials and voluntarily quarantine. All employees who may have been exposed to COVID-19 while traveling for business or personal matters must report the possible exposure to their supervisors and be prepared to quarantine for 14 days.

All university student travel must be limited only to that which is mission critical. Such travel must be approved by the appropriate Vice President and the University President.

COMMUNICATION
The University will provide regular communication related to COVID-19. Communication will be through campus email, the COVID-19 website, social media and/or the Emergency Notification System. The Office of Marketing & Communications, in coordination with Student Affairs, Human Resources and Enterprise Risk Management, will notify the campus weekly of on-campus COVID-19 cases. These notifications will contain limited information in an effort to respect the personal medical information of our community.
DESIGNATED COVID-19 ADMINISTRATOR
Each University in the Texas A&M System has designated a COVID-19 administrator. Chief of Staff Randy Hughes will coordinate the University’s response to the pandemic.

SANITIZING CAMPUS

Classrooms and Learning Spaces
A classroom sanitizing schedule has been developed to allow for classrooms to be sanitized twice a day Monday-Friday. The first cleaning will be done in the early hours prior to the first-class meeting at 8 a.m. A second cleaning will be done at midday or the afternoon based on the schedule. No class will meet in a classroom during the hour at which a cleaning for that classroom is scheduled. In addition, sanitizing wipes will be available to students upon entering each learning space.

Custodial Plan for General Campus Sanitization
All buildings on campus are sanitized once daily using a broad-spectrum EPA-approved disinfectant. Rooms and high-traffic areas including the Student Recreation Center and Steinke Physical Education Center, may be disinfected using electrostatic sprayers. Custodial staff will disinfect all touch point areas in all facilities twice daily. Touch point areas include light switches, door handles, desks, entire bathrooms, chairs and handrails.

FACILITIES

Learning Spaces
All learning spaces on campus have been assessed for the maximum capacity that allows for proper physical distancing—typically 1/3 of the normally assigned room capacity. New room capacities will be clearly labeled outside each space classroom and laboratory.

- All new capacities are reflected in the AdAstra room scheduler. Classes have been assigned rooms based on physical distancing requirements and section enrollment.
- All superfluous room furnishings have been removed.
- Signs will designate available seating. Not every seat in a room will be available.

General spaces
- Public health campaign signage encouraging social distance, proper hygiene and general COVID-19 education is displayed across campus.
- Barriers, signage, and decals mark appropriate social distance and available seating in addition to encouraging the appropriate separation of individuals.
- Individuals are encouraged to bring their own water bottles or refillable water bottles to minimize touch/use of water fountains. All water fountains will be sanitized frequently by SSC custodial staff.
- Effective Monday, August 17, foot traffic in and out of buildings will be guided by directional signage. Each building will have designated entries and exits.
Use of facilities by outside groups

All requests for use of any University facility by an outside group must be directed to the University Event Planning Office in the Memorial Student Union building. MSUB Office #212, Telephone 361-593-4173. A Point of Contact (POC) person must be identified on this form. Requests for use of University facilities by an outside group will be reviewed for approval by a committee appointed by the President and will include the Dean of Students, the Associate Vice President for Academic Affairs, and the Executive Director of Enterprise Risk Management.

Visitors to campus must complete COVID-19 certification to affirm their COVID-19 status. Visitors who will be on campus for more than five days will be required to complete COVID-19 online training.

Use of facilities by outside groups will only be approved if:

- the use advances the mission of the University and/or is mission critical
- Outside groups who are collaborating with the University in academic, artistic, university outreach, advancement or scholarship sponsorship-related activities may be considered as mission critical.
- The needs of the outside group based on the projected attendance, nature of scheduled activities and other factors that comprise the event, can be held in the proposed location in compliance with social distancing and facility use guidelines.
- Other identified safety or compliance issues are appropriately addressed or mitigated.

ATHLETICS AND STUDENT RECREATION

To provide the safest environment for student-athletes to return to campus for the Fall 2020 semester, the Texas A&M University-Kingsville Department of Athletics will uphold the very best care possible for our student-athletes. Javelina Athletics will follow CDC, state guidelines, local public health officials, and the National Collegiate Athletics Association (NCAA) protocols.

The NCAA developed a contact risk assessment rating for respective sports in the association. Javelina Athletics programs are categorized as follows:

- High-contact Risk: men's/women's basketball, football, volleyball
- Medium Contact Risk: baseball, beach volleyball, cross-country, softball
- Low Contact Risk: golf, tennis, track and field

Each program will maintain an inner bubble comprised of personnel deemed essential to the conduct of competition for purposes of pre-competition and includes coaches, medical staff, administrators, officials and other essential personnel. Athletes and inner bubble personnel will be required to meet NCAA testing protocols weekly and prior to competition based on their contact risk assessment.
Prior to any athletic-related activity, daily screenings will be a mandatory requirement for all student-athletes, coaches, and staff within each program.

The Student Recreation Center is open and observing strict sanitization and usage protocols.

**UNIVERSITY HOUSING AND RESIDENCE LIFE**

Residence Halls on campus will remain open for the fall semester. Standard room assignment procedures will be followed. Increased sanitization, social distancing and the use of face coverings in public spaces are among the tools used to mitigate the spread of COVID-19 in the residence halls. Students living in the residence hall will receive an email before moving in instructing them to complete the required COVID-19 training. Moving-In will be done by scheduled appointment to allow for social distance.

Sanitization will be increased in public spaces and high touch areas. Residents are strongly encouraged to supply their own cleaning and sanitizing products for their personal areas.

Students registered in online courses only are exempted from the University's residence policy that requires students with less than 30 completed semester credit hours to live on campus. Students with compromised immune systems should discuss their health situation with their medical provider before deciding to return to campus residence halls.

*Read more about Residence Life's Fall 2020 plan:* [https://www.tamuk.edu/housing/index.html](https://www.tamuk.edu/housing/index.html)

**Personal Responsibility**

Students living in the residence halls are strongly encouraged to do their part to help mitigate the spread of the virus.

- Students will receive a welcome packet that includes a thermometer and educational materials to encourage self-monitoring.
- Social distancing must be practiced at all times. The number of in-room/suite visitors at one time will be limited and all guests must be Texas A&M-Kingsville students. No non-student guest will be permitted. No overnight guests will be allowed. Family members may be allowed as guests for brief visits. Changes in local public health conditions may necessitate the further limiting or suspension of visitations.
- Students are not required to wear a face covering when alone in their dorm rooms; however, they must place one on if someone joins them in their room.
- Residents are expected to check their temperature daily and self-assess for symptoms.
- If a student has been in close contact with a positive case and even if they are not presenting symptoms, they must notify a residence hall advisor immediately and stay in their room until further instruction.

**FOOD SERVICE**

University food service provider Aramark will continue to operate the Javelina Dining Hall and retail food areas. All Aramark employees will be required to check into a health check station where they will sanitize their hands, have their temperatures checked and be inspected for personal protective equipment. Sanitization of dining areas will be increased. Dining will remain to-go only. Self-serve stations will remain attended stations.

*Read more about food service preparations:* [https://tamuk.campusdish.com/COVID19Information](https://tamuk.campusdish.com/COVID19Information)
EVENTS CHECK-INS AND VISITORS TO CAMPUS - TBD
Students attending on-campus events will be required to use an application that will allow students to check-in to events using a QR code. This is a different system than the QR code attendance system for classes and labs.

Visitors to campus will be required to check-in in advance to the Javelina Welcome Center. Through simplybook.me, individuals will be required to certify their negative COVID-19 status and affirm that they are familiar with our pandemic protocols.

STUDENT HEALTH AND WELLNESS
The Student Health and Wellness Department will continue to provide services to students through face-to-face visits, telemedicine (telephone consultation and audio-visual telemedicine), telemental health, and video conference meetings and workshops. To protect patients and staff and to mitigate possible transmission of COVID-19, the Student Health and Wellness Department will implement changes to entrance/exits, services and appointments.

The following CDC webpage outlines what to do if someone is sick: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

COVID-19
The CDC lists COVID-19 symptoms as the following:
- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms.

Emergency warning signs include:
- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*When you call 911, notify the 911 operator of your COVID-19 symptoms.*
If you are not having an emergency, then the symptom checkers on the CDC website or on the Texas Department of State Health Services website can be used as guides to help you to make decisions and seek appropriate medical care.

The Health Care Clinic, within the Student Health and Wellness department, will provide students with a combination of face-to-face visits and telemedicine (telephone consultation and audio-visual telemedicine). To protect patients and staff and to mitigate possible transmission of COVID-19, the Health Care Clinic (HCC) will implement changes to entrance, services, and appointments. Walk-ins are not allowed at this time. Call the Health Care Clinic at 361-593-3991 from 8:00 a.m. to 5:00 p.m. Monday- Friday to schedule an appointment.

**Testing**
Free COVID-19 testing for students, faculty and staff experiencing symptoms will be available on the Texas A&M-Kingsville campus beginning August 10. The Texas A&M University System will provide monthly tests to each System institution thanks to an agreement Chancellor John Sharp negotiated with Curative Inc., a national testing company based in California. Curative has committed to turning around test results within 30 hours from when the sample arrives at their labs.

The on-campus testing will be available Tuesday-Thursday in a designated area near the Student Health & Wellness building on the northwest side of campus. Priority will be granted to those experiencing COVID-19 symptoms, those identified as a close contact of a positive case, and individuals who must be tested for programmatic requirements. Sample collection involves an easy self-swab process. All testing is by appointment only.

Faculty and staff with private insurance are encouraged to arrange for COVID-19 testing with their primary care physician. Testing will not be available for the family of faculty, staff or students.

Students who test positive for COVID-19 must immediately notify the Dean of Students; faculty and staff who test positive must inform their supervisor. Supervisors will notify the Executive Director of Human Resources.

Faculty, staff, and students who have been diagnosed as COVID-19 positive, have been identified as a close contact of a COVID-19 positive individual, or are experiencing symptoms of COVID-19 but have not yet tested for the virus must self-report through the Texas A&M University System COVID-19 portal. Supervisors who have been notified by an employee experiencing any of the previously mentioned scenarios are also required to submit a report through the portal. The Dean of Students will submit a report upon notification from a student.

Learn more about campus COVID-19 testing
Self-quarantine and self-isolation

The University will follow Centers for Disease Control (CDC)- recommended guidelines for **self-quarantine** and **self-isolation**.

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**I have been identified as a close contact of COVID-19 positive individual OR I'm experiencing COVID-19 symptoms**

- Notify Supervisor or Dean of Students
- Self Reporting Portal
- Make an appointment to get tested at least 7 days after you were notified of exposure

**OR**

- Make a test appointment online to get tested on campus
- Make an appointment with your healthcare provider

**Get Tested**

**Results**

- Negative
  - Self-Quarantine 14 Days*
- Positive
  - Self-isolate 10 Days
  - Seek Medical Clearance

* From notification of exposure

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**I am confirmed COVID-19 positive**

- Notify Supervisor or Dean of Students
- Self Reporting Portal
- Self-isolate 10 Days
- Seek Medical Clearance

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Students who test positive for COVID-19 or who have been identified as a close contact of a positive case will be strongly encouraged to return home to self-quarantine or self-isolate.

The University will utilize space within Bishop Turner Halls for students who are unable to return home or to an off-campus location. Separate sections will be designated for students who have tested positive and those who are awaiting test results and/or have tested negative but must still complete their 14-day self-quarantine period. Designated rooms will be assigned as single occupancy. University representatives will check with individuals quarantining or isolating in Bishop Turner Halls at least once a week and regular food service will be provided.

The University is committed to mitigating disruption to classes. Students who must self-quarantine or self-isolate will be able to access class lectures online since lectures will be recorded and available via Blackboard. They may also attend the live class lectures virtually via Blackboard Collaborate.
CONTACT TRACING

Preliminary Tracing

Contact tracing has proven to be an effective tool in slowing the spread of COVID-19. Through contact tracing, individuals who may have been in close contact (within 6 feet or less for more than 15 minutes two days before illness onset or, for asymptomatic individuals, two days prior to test collection) with a positive COVID-19 case will be notified by a university representative and may receive follow-up instructions from the Texas Department of State Health Services (TDSHS).

Texas A&M University-Kingsville is partnering with the Texas A&M University Health Science Center to assist with contact tracing when a member of the university community tests positive for COVID-19. Operations center staff at the Health Science Center, as well as members of our campus administration and staff, will be working to communicate with individuals who have come into contact with a positive case and will include any steps that individuals could or should take. All positive cases will be reported to the TDSHS Region 11.

METRICS FOR FUTURE ADJUSTMENTS

University officials will be monitoring local public health trends daily and will be prepared to adjust appropriately in accordance with changing conditions. A COVID-19 Metrics Committee will produce a weekly report to the University President for the purpose of possible adjustments in face-to-face instruction, co-curricular activities, athletics, research and residential life. The Committee will consider the following:

- Guidance and coordination from the Governor, Chancellor and Board of Regents, local authorities, the CDC, regional health departments, and athletics associations and conferences;
- Sufficiency of supplies and personnel;
- Evaluation of local and university conditions, including available capacity of quarantine of on-campus students, level of virus spread on campus and local available hospital capacity.

Stages of Operation

The University has identified four stages of operations. Any transition between the stages must be coordinated through the University President.

Initial COVID-19 Operations
- Precautionary measures in place at the beginning of Fall 2020 semester including face coverings, physical distancing, and enhanced cleaning

Heightened Awareness
- On-site work for faculty and staff levels above 50% but less than 100%
- Face to face instruction, co-curricular activities, research, and athletics may or may not be scaled back depending on need
- Residential living continues with precautions
Extreme Caution
– On-site work locations for faculty and staff would reside between 25% and 50%
– Face to face instruction, co-curricular activities, research, and athletics should be limited but may continue under additional limitations the institution may implement
– Residential living continues with heightened precautions

Remote Operations
– On-site work limited to personnel essential to support functions such as maintenance, food service, public safety, residential living, etc.
– F2F instruction temporarily suspended; all instruction is offered remotely, exceptions may be granted by the President.
– Co-Curricular activities may continue remotely
– Research suspended except as needed for animal care and those projects excepted by the Vice President for Research.
– Athletics status to be determined by state, conference, athletic associations.
– Students living in the residence halls may be encouraged to return to their permanent residence. Residence hall, food service, computer labs will remain open, as needed, to support students who choose to remain on campus.